

Tom Wood Pub Company Ltd.

JOB DESCRIPTION

Job Title

Cook

Duties and Responsibilities

- To prepare and cook meals to the high standards set by the Tom wood Pub Company Ltd.
- To abide by the menu in use at the outlet.
- Produce daily specials as agreed by the management.
- To prepare, cook, and serve meals at a rate of service acceptable to the customer and the company.
- To manage and organise the kitchen in a manner whereby: -
 1. Costings of meals are such that the gross profit margin stated by the company is achieved and maintained.
 2. Food Hygiene and Health and Safety standards are adhered to as per the company's Food Safety Policy and the Health and Safety Regulations
- Carry out various duties as required:-
 - 1 Washing up
 - 2 Cleaning and maintaining of all kitchen equipment.
 - 3 Washing of floors, walls, extractor hood etc.
 - 4 Ordering of food and supplies as agreed by management.
 - 5 Maintain Fridges/freezers
 - 6 Stock control
- Organise the work of the kitchen assistants efficiently, reasonably and effectively.
- Be prepared to work weekends and bank holidays.
- Dress in a manner required by the Tom Wood Pub Company Ltd. and which is acceptable for the Food Hygiene Requirements.
- Ensure highest possible standard of personal hygiene.

As a member of staff, the following knowledge is required.

- To know the range of produced sold.
- Food Hygiene Regulations
- The geography of the house, its layout and all amenities.

Position with the company.

The cook will work closely alongside with the manager, and they will report directly to the manager.

Acknowledgement

I acknowledge receipt of a copy of the Cook's Job Description and confirm I have and understood and which I agree.

Signature

Postholder.....**Date**.....

Print name.....

Manager.....**Date**.....